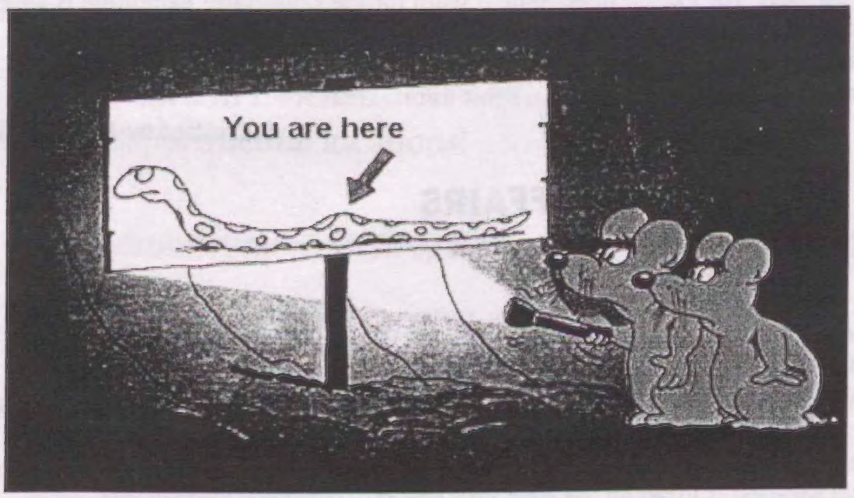
The Field Museum

Natural News

Weekly Staff Newsletter
November 19, 1999



Cartoon submitted by Harold Voris

Critter Festival a big hit!

On November 8 and 9 the Education Department hosted its first annual **Underground Critter Festival**. It was quite a success.

We had 17 different stations for students, chaperones and their teachers to go to, to discover more about the soil and the animals that live in it! You may have noticed the activity of many busy children making soil crowns, getting their faces painted or participating in the Insect Parade.

We would not have had such a successful event without help from the following people: Amanda Reeves, Beth Crownover, Christian Nutall, Christina Breslow, Daisy Janeway, Dan Brinkmeier, Eduarda Briseno, everyone in The Siragusa Center, Jeanette Watson and her crew, Jeannifer Jungers, John Frazier, John Petreikis, Jordan Lungstrum, Kathleen Donofrio, Laura Dini, Mark Larson, Mark Widhalm, Melanie Spratford, Mentee Teah, Moses Raspberry, PATF Parents, Paula Ramos, Ronald Hall, Sue Stott, and Takeesha Holmes.

Submitted by Renee Chester

FIELD NOTES

Week of November 22

Staff/Volunteer Events

Tae Bo class
- Monday, 5 p.m., Ground Floor East

Aerobics Class
- Tuesday, 5 p.m., Ground Floor East

Green Sheet Meeting
- Wednesday, 3 p.m, Special Events

Thanksgiving Day
- Staff Holiday

Public Events

Thanksgiving Day
- Museum closed

The **Natural News** is edited by Rodger Patience in the Development department. Call ext. 7286 or e-mail *patience* with stories, news, events, or any item of interest to the Museum community.

NEW!!
Deadline for each week's issue is now **Wednesday** at noon.
NEW!!

There will be no Natural News on Friday, November 26 due to the Thanksgiving holiday. The next issue will be published on Friday, December 3.

NEWS YOU CAN USE

Come to the Holiday Tea

The Women's Board invites you to attend the 1999 Children's Holiday Tea Celebration on Wednesday, December 8 from 4:00 to 6:30pm in Stanley Field Hall. Staff can purchase discounted tickets at $10 for adults and $5 for children. Please fill out the enclosed response card and return to the Women's Board Office or give us a call at x7135. Hope to see you there!

Submitted by Kalli Hilbrenner

Calling all non-chocolate lovers!

Everyone loves chocolate...or do they? The exhibit development team for the Chocolate! exhibition is looking for people who are allergic to chocolate.

If you're interested in volunteering less than an hour of your time for an interview, please call extension 7344 or 7377. If you know someone who is allergic, please pass this information on!

Submitted by Anamari Golf

ACADEMIC AFFAIRS

Field Museum well represented at anthropology meeting

This year, the 98th Annual Meeting of the American Anthropological Association (AAA) was held at the Chicago Hilton & Towers. A number of individuals from the Anthropology department participated in the program at the Annual Meeting, which began on Wednesday, November 17 and ends on Sunday, November 21. The following department members presented papers, and led discussions at the meetings: Gary M. Feinman; ChuiMei Ho; Paul Hockings; Chap Kusimba; Joel Palka; Anna Roosevelt; John Terrell; and Robert Welsch. The preliminary program for the Annual Meeting is listed on the AAA web site at www.ameranthassn.org.

Submitted by Sheila Wheatley

The staff of the Anthropology Department offer their sincere condolences to Holly Lundberg at the passing of her mother.

EDUCATION

Kudos to so many who helped with e-field trip

You may not have noticed, but there were hundreds of thousands of students visiting the *Underground Adventure* exhibition and our third-floor collections this past Tuesday—visiting virtually that is through the *Underground Adventure* e-field trip. Thanks to our presenters—Greg Mueller, Petra Sierwald, Jim Louderman, Pat Leacock, Franci Muraski-Stotz, and Maria Fontana—who provided students nationwide with a behind-the-scenes look at the Museum.

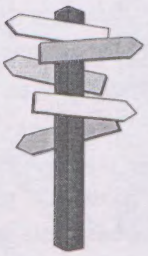
The Field Expedition Company also thanks the **Exhibits, Audio Visual, Housekeeping, Security Services, Visitor Services,** and **Facility Planning** departments for their unwavering support throughout the production of the e-field trip with a special thanks to **Felisia Wesson, Diane White, John-Henry Marshall, Neil Keliher, Tyler Keillor, Monique Tarleta, Miriam Alleyne, Mentee Teah, Ron Hall, Robert Cazy,** and **Ernst Pierre-Toussaint.** Without the dedication of these departments and people, our e-field trip would have been "virtually" impossible!

Submitted by Raissa Jose and Jennifer Eagleton

With wonderful changes going on in many areas of the ground floor, make sure you keep up to date on what's NEW!!

Administration Renovation UPDATE

Human Resources is now in the Old Kitchen!



Security Console is now in the Leigh Lounge

Please check the Natural News or the Administrative Renovation Bulletin Board in the President's Office for current information and to find new departmental locations!

Administrative Offices Renovation - Schedule of Moves

SUBJECT TO CHANGE

Activity Name	Start Date	Finish Date
Completion of Renovation Conf Rm C & D for Security Locker Rooms	10/28/99	10/28/99
Completion of Old Kitchen Renovation for Temporary Swing Space	10/28/99	10/28/99
Human Resources Moves to Temp Loc @ Old Kitchen	11/6/99	11/7/99
Men's Locker Room Moves to Temp Loc @ Conf Rm D	11/6/99	11/7/99
Women's Locker Room Moves to Temp Loc @ Conf Rm C	11/6/99	11/7/99
Security Console Moves to New Location	11/13/99	11/14/99
General Counsel Moves To Temp Loc @ G483	11/13/99	11/14/99
Security Offices Move to Temp Loc @ Old Switchboard	11/20/99	11/21/99
Museum Campus Moves to New Loc @ PDB	11/27/99	11/28/99
FP&O Moves to Temp Loc @ Open Area	12/11/99	12/12/99
Information Svs Moves to New Location @ G447	12/18/99	12/19/99
Human Resources Moves to New Location	1/1/00	1/2/00
Public Services Moves to Temp Loc @ Old Kitchen	1/8/00	1/9/00
Security Moves to New Location	2/12/00	2/13/00
Public Services Moves to New Location	2/12/00	2/13/00
Institutional Advancement Moves to Old Kitchen, G400A & G400B	2/19/00	2/20/00
Finance Moves to New Location	4/1/00	4/2/00
Cashier's Cage Moves to New Location	4/1/00	4/2/00
Membership Moves to Temp Loc @ Conf Rms C & D	4/1/00	4/2/00
Membership Moves to New Location	7/15/00	7/16/00
Institutional Advancement Moves to New Location	7/15/00	7/16/00
Exec. Offices Moves to Temp Loc @ Old Kitchen	8/12/00	8/13/00
General Counsel & Assistant Move to Temp Loc @ Old Kitchen	8/12/00	8/13/00
General Counsel & Assistant Move to New Location	8/26/00	8/27/00
Exec Offices Moves to New Location	8/26/00	8/27/00
FP&O Moves to New Location	9/9/00	9/10/00

Contact Julie Baker with general questions at x7241

ANOTHER REMINDER ABOUT THE BLACKHAWKS TRIP!!

The Social Events Committee is planning an outing to see the Chicago Black Hawks against the L. A. Kings. The game will be held at the United Center on February 16th, 2000 at 7:30 p.m. We are planning to have everyone meet at the Museum before the game for food and drink starting at 4:30 p.m. and then head over to the United Center to see the game. A trolley will be provided for transportation to and from the United Center and the Museum.

If you would like to attend please fill out the following survey that will help us determine the exact number of tickets to order. The cost of the event will be $22.00 per person. This price includes the ticket, transportation, and food before the event at the Museum. Drinks will be $1 for soda and $2 for beer/wine at the Museum. Tickets need to be ordered in lots of 100, so this event may be open to friends and family to attend if tickets are available. The cost for friends and family will be $22 as well. Please indicate the additional tickets you may want.

Name & Dept.	**YES (attending)**	**NO (will not attend)**
_____	[ ]	[ ]

ADDITIONAL TICKETS _____(please indicate #)

Please return to Human Resources **ASAP!**

Thank you, Social Events Committee and Human Resources

New Discoveries Lecture Series Presents

African Ceremonies: A Celebration of Life

In four previous award winning books, *Maasai, Nomads of Niger, Africa Adorned* and *African Ark*, acclaimed photographers Carol Beckwith and Angela Fisher have documented vanishing traditional customs in Africa. This lecture and slide presentation which is based on their just published masterwork, *African Ceremonies*, will focus on ancient rites of passage. A book signing of *African Ceremonies*, a two volume set with over 850 color photographs, will follow the lecture.

Thursday, Dec. 2; 6:30 p.m.

$12 ($10 students/educators, $8 members)

Staff/volunteers may call ext. 7400 for 2 free tickets

African Ceremonies **was featured in the November issue of** ***National Geographic*** **magazine.**

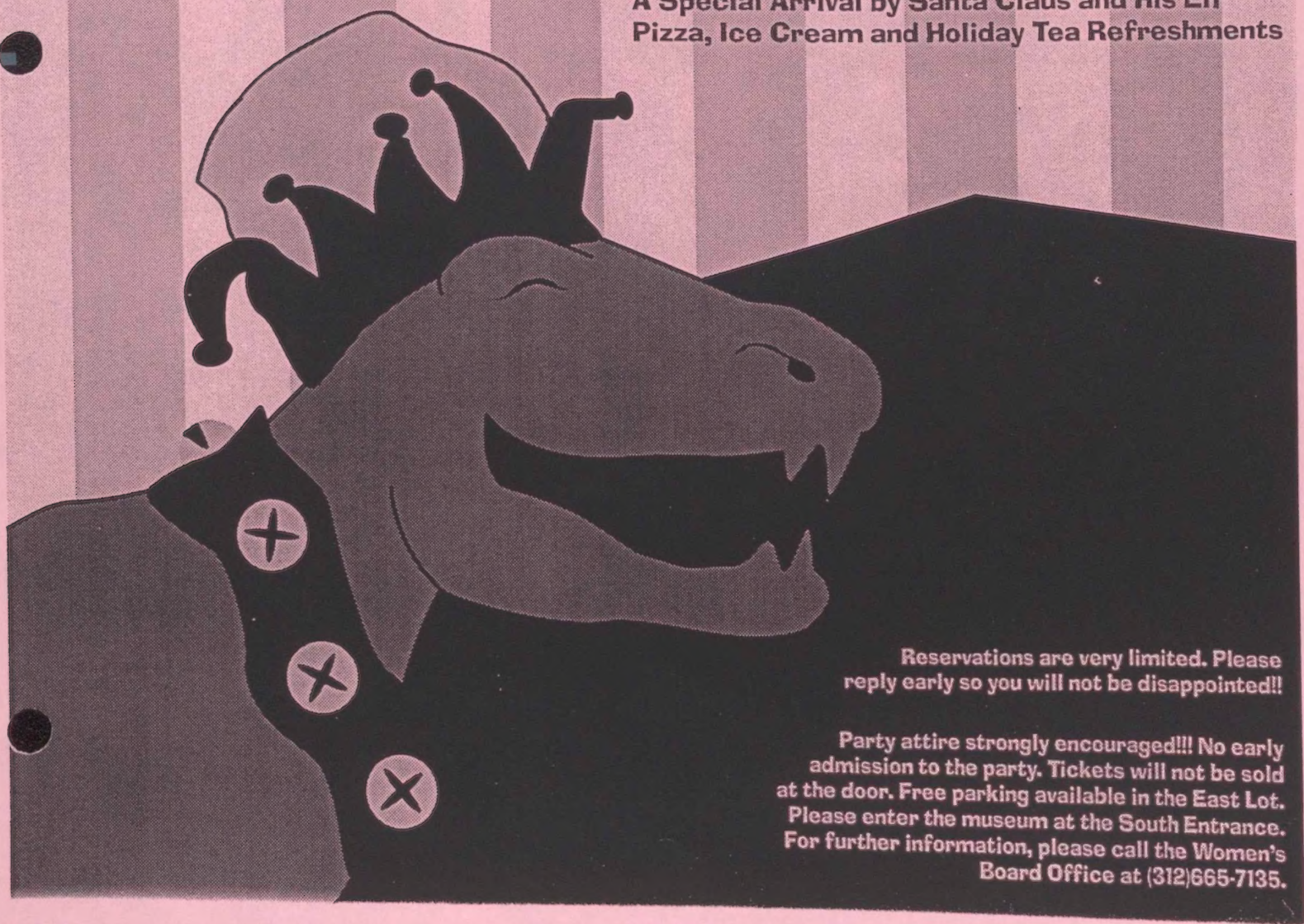
The Field Museum salutes the people of Chicago for their long-standing, generous support of the Museum through the Chicago Park District. | This program is partially supported with funds from the Illinois Arts Council, a state agency. | The Field Museum thanks Kraft Foods Inc. for their generous support in making BEAKMAN LIVE! possible.

The Women's Board of The Field Museum cordially invites
you and your family to our

1999 children's Holiday Tea celebration

The Field Museum
Wednesday, December 8, 1999
4:00 p.m. until 6:30 p.m.

The Stu Hirsh Orchestra
The Jesse White Tumblers
Ballet Chicago Youth Company
The Chicago Children's Choir
Mr. Imagination
Andy Head and Frank Birdsall
Magicians, Jugglers and Stiltwalkers
A Special Arrival by Santa Claus and His Elf
Pizza, Ice Cream and Holiday Tea Refreshments



Reservations are very limited. Please reply early so you will not be disappointed!!

Party attire strongly encouraged!!! No early admission to the party. Tickets will not be sold at the door. Free parking available in the East Lot. Please enter the museum at the South Entrance. For further information, please call the Women's Board Office at (312)665-7135.

Fill in the information below and return with a self-addressed stamped envelope

1999 children's Holiday Tea celebration

	Number of Tickets	Price
Adult Members' Tickets at $12 each	_____	$_____
Adult Non-Members' Tickets at $17 each	_____	$_____
Children's Tickets at $7 each (age 13 and under) (members and non-members)	_____	$_____
Total	_____	$_____

I would like to celebrate the children of Chicagoland. Here is my donation to celebrate our community's children in the amount of $_____

Enclosed is my check for $_____

Please make your check payable to **The Field Museum**.

Please charge my credit card

_____ American Express _____ Discover _____ Visa _____ MasterCard

Card Number _____ Expiration Date _____

Signature _____

Name (please print)

_____

Address

_____

City **State** **Zip**

_____

Telephone (daytime)

Please enclose a self-addressed, stamped envelope for your tickets.

Jugglers
Dinosaurs Galore
Fruit Punch Fountains
Face Painting
Ice Cream
Ballerinas
Homemade Holiday Cookies
Magicians

Make a Bejeweled Crown

Make Binoculars

Make a Musical Instrument

Make a House

Make a Dinosaur Flip Book

Make an Antler Hat

Make a Snow Leopard, Ibex or Bengal Tiger Pelt

Bean Bag Toss
Popcorn
Stiltwalkers
Pizza
Hot Dogs
Photos With Santa and His Elf
Mr. Imagination
Dance to the Stu Hirsh Orchestra

NEED HELP COORDINATING A MEETING OR AN EVENT?

The following are key departments providing various services for internal and external events. If your event involves complex set-ups or breakdowns, we recommend that Meeting/Event coordinators meet with the servicing departments on an individual basis. To ensure the effectiveness and efficiency of the Green Sheet Meetings, please meet with each servicing department prior to the Green Sheet Meeting.

Green Sheet Meetings are held every Wednesday at 3:00 p.m. in the Special Events Conference Room with representatives from Special Events, Education, Housekeeping, Security, Visitor Services, and Audiovisual. Meeting/event coordinators must attend the Green Sheet Meeting ONE WEEK prior to their event or meeting. The purpose of the meeting is to review complex requests and/or revised requests and specifications with key service departments. This will ensure that everyone understands the requests and/or specifications. The meetings are important so that any questions, concerns, and suggestions regarding the meeting or event may be addressed.

Special Events- The Special Events Department is available to service both the internal and external museum event needs. Special Events provides linen service, catering lists, alcoholic products, table and chair rentals and room bookings*. They serve as the liaison with Corner Bakery and McDonald's. Special Events also has information on "How to Plan an Event". Contact the Special Events Office at extension 7606.

**Please note that Education handles the booking of classrooms and lecture Halls. Visitor Services handles the booking of the Black Box theatre.*

Museum Stores- The Museum Stores may be included in the planning of your event. Our store locations include The Field Museum Store in Stanley Field Hall (full main store or main store forecourt), the Dino Store, Underground Adventure "Dig It!" Store, and the Kid's Field Trip Store. Call for information from the Store Manager, Chris Fiene, extension 7688. We suggest requests be made THREE WEEKS in advance of the event.

Housekeeping-The Housekeeping Team is dedicated to producing and maintaining a clean, safe and pleasant environment for the Museum's visitors and staff. We provide tables, chairs, trashcans, etc. In addition, the department handles set-ups and tear downs of tables and chairs for meetings. Contact the Housekeeping staff at extension 7923

Audiovisual- The Audio-Visual Team is a technical support team to the Museum's internal and external visitors and clients. Our primary concern is to provide the needed expertise in the field of audio and video technologies. We provide TVs, video players, microphones, podiums, etc. Contact the Audiovisual Department at extension 7915.

Visitor Services- Our mission has two primary objectives. The first is to provide the best customer service, to provide a "personal touch" when coming in contact with customers. The second is to strive to have the foremost reputation in Visitor Services of any museum while simultaneously supporting and promoting the educational goals and mission of the Field Museum. We provide stanchions, greeters, ropes, poles, coat check service, cashiers and crowd control personnel. Contact the Visitor Services Department at extension 7944.

Security Services- Security Services is responsible for overall security during the event, including access control, door counts, responding to requests for assistance, operation of the shipping dock and freight elevator, and west lot parking. Contact the Security Department at extension 7986 or 7987.

Public Services- Public Services is responsible for reserving parking spaces at Soldier Field and the sale of advance $7.00 event parking coupons. If you need Soldier Field parking reservations, arrange an early set-up, or help with coordinating your event with the rest of the Museum's activities and programming contact Public Service at extension 7911. It is necessary for all departments to include the Public Services on the circulation list of all Green Sheets.

We strongly urge Meeting/Event coordinators who are planning complex events to attend the Public Services Managers Meeting at least TWO WEEKS prior to the event. Please call the Public Services Office if you wish to attend this meeting.

Museum Campus- The Museum Campus coordinates many events throughout the Campus. It is necessary for all departments to include the Museum Campus on the circulation list of all Green Sheets in order for the Museum Campus to be aware of events that may impact parking, traffic and the other Campus Institutions. Please contact the Museum Campus at extension 7421.

Education- The Education Department offers many events throughout the year. It is necessary for all departments to include the Education Department on the circulation list of all Green Sheets in order for the Education staff to be aware of events that may impact our educational programming. Please do not hesitate to contact Education Department staff at 7537 if you have questions.

Facility Planning & Operations- The office of Facility Planning & Operations provides the following services to The Field Museum and its occupants: Engineering; Planning; Building and grounds; maintenance; Repair; Improvements. These services include, but are not limited to, operation of the Central Plant, carpentry, painting, lock repair, lighting and electrical repairs, mechanical equipment repair, and contracting with outside services. Contact FP&O at extension 7380.

Distribution List: The highlighted departments must receive a green sheet.

Public Services (1)
Housekeeping (2)
Audio-Visual (1)
Security (5)
Visitor Services(9)
Facility Planning & Operations (1)
Special Events(2)
Museum Stores(4)
McDonald's (1)
Corner Bakery (1)
Education (1)
Public Relations (1)
Human Resources (1)
Computing (1)
Geology(1)
Group Sales(1)
Maintenance (1)
Exhibits- N. Keliher (1)
Photography (1)
Exhibits-Trig Waller(1)
Prep Lab-C O'Brien (1)
Museum Campus(1)
Engineering (1)

President(1)
V.P. Museum Affairs(1)
Director of Auxiliary Services(1)
Director of Finance & Administration(1)
V.P. Development(1)
V.P. Academic Affairs(1)
V.P. External Affairs(1)
Rice Resource Center(1)-Mara Cosillo-Starr
Webber Resource Center(1) -Mara Cosillo-Starr
Africa Resource Center (1) -Mara Cosillo-Starr

CONFUSED ABOUT RECYCLING?

America Recycles Day was November 15! We're using the occasion as an opportunity to refresh everyone's memories on the details of The Field Museum's recycling program. The materials we currently recycle and how these materials get collected for recycling are as follows:

Paper Typically, office paper in black desk-side bins is emptied into larger square blue bins which are then emptied into a large **bright green** tote, usually marked "Paper Recycling Only" and/or "Recycling Services, Inc." The green totes are then moved **by recycling volunteers** to Shipping where the paper is picked up for recycling. In public areas, clear plexi containers are provided for brochure recycling and are emptied by **Housekeeping.**

Notes:

1. Housekeeping is not responsible for paper recycling in staff areas. Please help insure that paper NOT be collected and emptied into the garbage by Housekeeping staff in your area.

2. Round blue containers are for beverage container recycling at events; DO NOT use these for paper recycling. The paper in these containers cannot be picked up by our recycler.

Beverage Containers In the public areas these are deposited in the Siragusa Center containers labeled "Glass, Cans, Plastic." Cans, glass and plastic bottles can be mixed in these containers. In staff areas on the 3rd and 4th floors **dark green** totes usually marked "Mixed Glass" are collection points for cans, glass and plastic bottles.

Notes:

1. Items from Siragusa are emptied by Housekeeping into the dark green totes in Shipping. When full, the dark green totes on the 3rd and 4th floors are moved by Housekeeping to Shipping. The contents of the totes are then picked up for recycling.

2. Be careful! It's easy to confuse the paper and beverage container totes because they're both green.

Cardboard Corrugated cardboard accumulates as flattened boxes in Shipping and in various collection points in staff areas.

Notes:

Housekeeping collects cardboard from the staff areas and brings it to Shipping to be baled and picked up for recycling.

If it isn't obvious to you where the recycling totes and cardboard collection place are in your area, please ask one of your coworkers. If you have other questions about our program or if you want to offer suggestions please feel free to contact the Recycling Committee volunteer in your area or **Bill Stanley** (ext. 7751) or **Mary Anne Rogers** (ext. 7732).

The current members of the Recycling Committee are **Paul Baker, Cassy Redhed, James Atkinson, Jeff Burris, Peter Lowther, Carter O'Brien, Sophie Twichell, and Mike Paha.** The 1999 rotating volunteers for the Administration paper totes are: **Rodger Patience, Randal Scalf, Tina Augustus, Tom Geary, Joanna Surveyor, Jacqueline Benitez, Nancy DeDakis, Mary Anne Rogers and Robert Vosper.**

The Facilities Advisory Group has recently formed a Recycling Sub-Committee to review and promote recycling efforts in the Museum. The members of this sub-committee are **Bill Stanley, Julie Baker, Rodger Patience, Mike Paha, John VonKerens, Shawn VanDerziel, Laura Sadler, Tom Geary, and Mary Anne Rogers.**

A reminder, from our Mission Statement: **We focus on critical environmental and cultural issues which are engaging and relevant to the public's daily lives and civic responsibilities.** We should be setting a good example. Please help keep recyclables out of the garbage. Thanks!

Submitted by the Recycling Committee

ONLY 2 MORE WEEKS TO

SEND YOUR RECIPES IN FOR THIS YEAR'S COOKBOOK,

"Oven-Browned Adventure"

We're looking for all new recipes for the 1999 FMNH Staff/Volunteer Cookbook

- Have you taken a classic recipe and made one or two changes that improve it mightily? -

- Have you experimented with your favorite ingredients and come up with a really tasty combination?

Please send recipes in any form to:

Mary Anne Rogers, Div. Fishes (x7732),
or to
Elaine Zeiger, Dept. Geology (x7627).